

CITY OF EL PASO, TEXAS
DEPARTMENT HEAD'S SUMMARY REQUEST FOR COUNCIL ACTION (RCA)

DEPARTMENT: Parks & Recreation

AGENDA DATE: 04/12/05

CONTACT PERSON/PHONE: Parks & Recreation, Norman Merrifield, (915) 541-4333

DISTRICT(S) AFFECTED: N/A

SUBJECT:

APPROVE: Staffing Table for Assistant Director of Parks & Recreation

BACKGROUND / DISCUSSION:

The creation of this classified position will assist the Parks & Recreation Director with the administration operational functions and programs.

PRIOR COUNCIL ACTION:

N/A

AMOUNT AND SOURCE OF FUNDING:

Already budgeted for FY/05.
Fund Source: 51010214-01101-51000

BOARD / COMMISSION ACTION:

Enter appropriate comments or N/A

*****REQUIRED AUTHORIZATION*****

LEGAL: (if required) LM

FINANCE: (if required)

OTHER:

(Example: if RCA is initiated by Purchasing, client department should sign also)

Information copy to appropriate Deputy City Manager

APPROVED FOR AGENDA:

CITY MANAGER: _____

DATE: _____

DATE: 3/31/05

CITY OF EL PASO
STAFFING TABLE CHANGE REQUEST

Date sent to City Council: 4/12/05

INITIALS 2005-68

Date sent to Human Resources:

DEPARTMENT NAME: Parks & Recreation	(1) HR DEPARTMENT ID 51	(2) ATTACHED DOCUMENTATION <input type="checkbox"/> Description of Duties <input type="checkbox"/> Organization Chart	REQUESTED EFFECTIVE DATE: 4/12/05
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A=add

D=delete (3)

(4)

(5)

(6)

ACTIONS

(7)

*R/T/C = Regular, Temporary, Contract

*-Position Type *L/U = Classified, Unclassified

A/D	# OF POS	Max Head Count	Business Unit	ACCOUNT DESCRIPTION and ACCOUNT CODE Fin. Dept. ID-Fund-Fin. Loc. Proj. or Grnt. (00000000-00000-00000PorQ0000)	Position Number(s)	JOB CODE	JOB CLASS TITLE	PLAN GRADE	R/T/C	L/U
A	1	1	COFEP	51010214-01101-51000		5150	Assistant Director of Parks & Recreation	EX E	R	L
D	1	1	COFEP	51010214-01101-51000			Assistant Director of Parks & Recreation		C	U
			COFEP							
			COFEP							
			COFEP							
			COFEP							
			COFEP							
			COFEP							


MAR 31 '05 PM 4:59

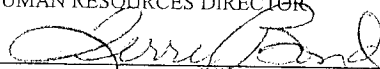
(8) Purpose: ☐ Streamline ☐ Expanded Program ☐ New Program ☐ New Facility ☒ Other (Explain)

(9) STATEMENT OF NEED / CONSEQUENCES OF NOT APPROVING ACTION(S): The creation of the this classified position will assist the Parks & Recreation Director with the administration of operational functions and programs.


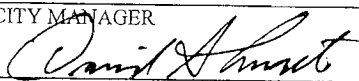
ANTICIPATED IMPACT ON:

(10) DEPARTMENT ORGANIZATION/OPERATIONS	(11) DEPARTMENT BUDGET
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(12) DEPARTMENT HEAD SIGNATURE: 	DATE: 3/31/05	BUDGET CHANGE <input type="checkbox"/> Required <input type="checkbox"/> Attached	AMOUNT ADDITIONAL FUNDS
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<input checked="" type="checkbox"/> Requested CC and CG is Appropriate <input type="checkbox"/> Change Class To <input type="checkbox"/> Change Grade To	HUMAN RESOURCES DEPARTMENT RECOMMENDATION COMMENTS	HUMAN RESOURCES DIRECTOR 	DATE 3-31-05
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COMMENTS: OK to admin change for contract to regular unclassified to classified	O.M.B RECOMMENDATION / CITY MANAGER APPROVAL
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RECOMMENDATION <input checked="" type="checkbox"/> Position(s) Recommended <input type="checkbox"/> Position(s) Not Recommended	CHIEF FINANCIAL OFFICER 	CITY MANAGER 
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APPROVED: 3-1-05

DATE